

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

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November 23, 2004

FROM: **DAVID H. SLAUGHTER**, Director
Real Estate Services Department

PETER HILLS, Fire Chief/Fire Warden
County Fire Department

**SUBJECT: LEASE AGREEMENT WITH UNITED STATES DEPARTMENT OF
 AGRICULTURE**

RECOMMENDATION: Approve a one-year lease agreement with the United States Department of Agriculture (USDA) Natural Resources Conservation Service (NRCS) for 3,102 square feet of office space in Lake Arrowhead at no cost. (Four votes required)

BACKGROUND INFORMATION: The NRCS is partnered with the County of San Bernardino Fire Department (Fire) to assist in accomplishing the goals established by the Hazardous Tree Program for the San Bernardino mountain communities. The federally funded Hazardous Tree Program was designed to remove dead and damaged trees caused by several years of bark beetle infestation as well as the 2003 mountain wildfires. The program also includes a watershed protection program, managed by NRCS, which seeks to eliminate erosion exacerbated by the rapid reduction in the mountain tree population. The office space, which is intended to be jointly occupied by NRCS and Fire, is currently under contract negotiations and not expected to be available until mid-Spring 2005. Until then, temporary office space is necessary for the seven NRCS field and staff workers, while County Fire Hazardous Tree workers will continue to temporarily work out of Station 91 in Lake Arrowhead.

NRCS contacted RESD and County Fire for assistance in finding temporary office space. In September 2004, County Fire relocated from its station at 27176 Peninsula Drive to a new facility one-half mile away. The Peninsula Drive station, known as "old" Station 94, is unoccupied and contains 3,102 square feet that would be suitable as temporary space for the NRCS staff.

Upon Board approval, the date of occupancy for NRCS will be immediate. The term will be one year or until such time as a more permanent facility is available for occupancy. The tenancy will be at no cost to NRCS, which counts toward the in-kind contribution established by Memorandum of Understanding between County Fire and NRCS, Contract No. 04-377, approved by the Board on May 11, 2004. NRCS estimates the value of the use of the old station to be \$3,102 per month.

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The terms of the use permit are summarized as follows:

Lessee:	USDA, Natural Resources Conservation Service (Ed Johnson, Contract Specialist)
Location:	"Old" Station 94 at 27176 Peninsula Drive, Lake Arrowhead
Size:	3,102 square feet of space suitable for office use
Term:	One year commencing upon Board approval
Options:	None
Rent:	None
Annual increases:	None
Improvement Costs:	None
Utilities:	Provided by USDA
Maintenance:	Provided by County
Right to Terminate:	Either party has a right to terminate with 30-days notice

REVIEW AND APPROVAL BY OTHERS: This item has been reviewed by County Counsel (Rex Hinesley, Chief Deputy County Counsel, 387-5480) on November 1, 2004; County Fire (Peter Brierty, Fire Marshall, 386-8405 and Dan Wurl, Assistant Chief, 387-5649) on November 8, 2004; and the County Administrative Office [Daniel R. Kopp (387-3828) and Wayne Thies (387-5409), Administrative Analysts] on November 15, 2004.

FINANCIAL IMPACT: Leasing this property will provide no revenue to the County; however, the partnership with NRCS provides a major benefit to the mountain communities in San Bernardino County through implementation of the Hazardous Tree Program.

COST REDUCTION REVIEW: The County Administrative Office has reviewed this agenda item, concurs with County Fire's and RESD's proposal, and recommends this action based on the need to provide temporary office space for NRCS in the mountains and is counted toward the requirements of the Memorandum of Understanding between NRCS and the County of San Bernardino for in-kind contributions as necessitated by the Hazardous Tree Program grant. Either party may terminate this agreement with 30-days notice.

SUPERVISORIAL DISTRICTS: Third

PRESENTER: David H. Slaughter, Director, 387-7813

MR: 387-7836 mf: 387-7825